

25X1

SECRET

Brenda - Green
Urnie:
Challen's
comprehensive
report!

03 November 1988

ED
VH
PE
Grip/staff.
done

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for
the Period Ending 01 November 1988 1. Events of Major Interest That Have Occurred During the
Preceding Week:

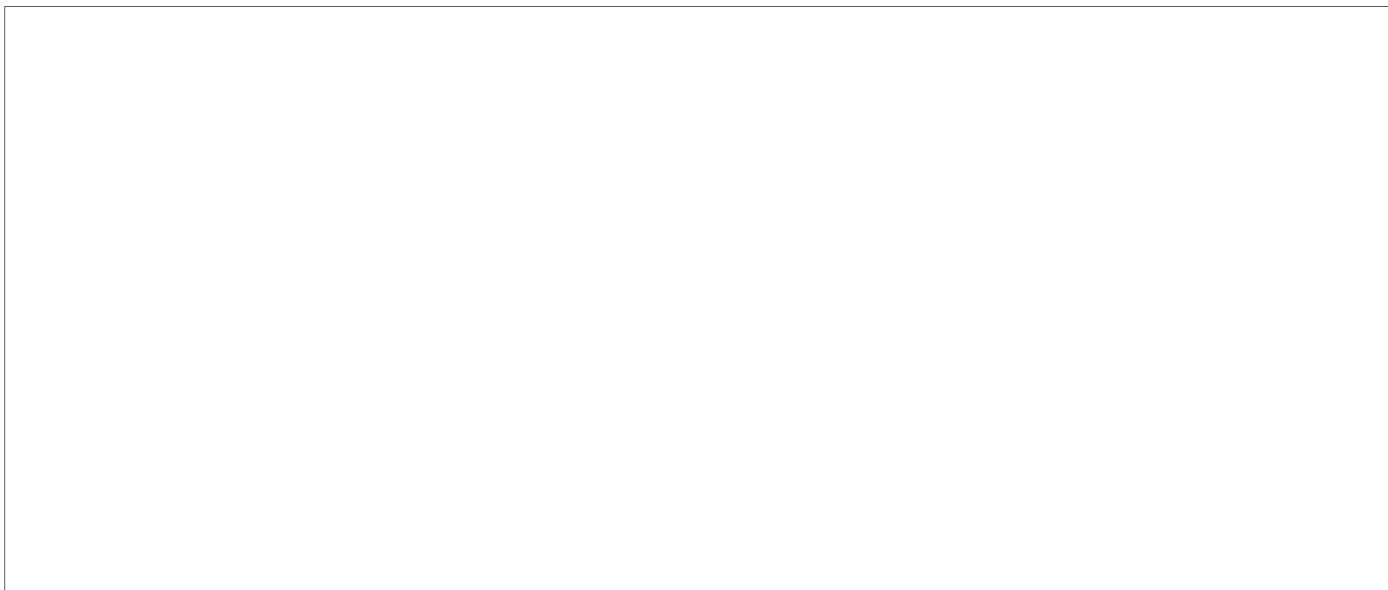
b. OL reports that the gutters, roof, downspout, fascia and trim on the Scattergood-Thorne main house have been replaced. Drawings for the replacement of exterior doors, windows and the schedule for painting are currently being finalized. The drawings will be forwarded to OL to start on this portion of the renovation the week of 31 October. A formal selection process has begun to choose an architectural firm that specializes in historical renovation to design the refurbishment of the interior of the house.

c. At the request of the Office of Medical Services, OL has initiated action through the Office of Information Technology to install trouble phones in the North, South, West and Main Entrance Parking Areas. These phones will be mounted on poles that are visible from anywhere in the parking lots and will ring directly into the Security Duty Office.

Page Denied

S E C R E T

25X1



m. On 21 October, the Contracts Staff, Facilities Management Group, OL, completed negotiations with Science Applications International Corporation (SAIC) to acquire asbestos abatement design service in support of the Headquarters Consolidation Staff. Under this effort, SAIC will survey the Original Headquarters Building to determine the location of asbestos; design construction drawings and specifications for asbestos removal; and perform follow-up testing and certification after the asbestos has been removed.

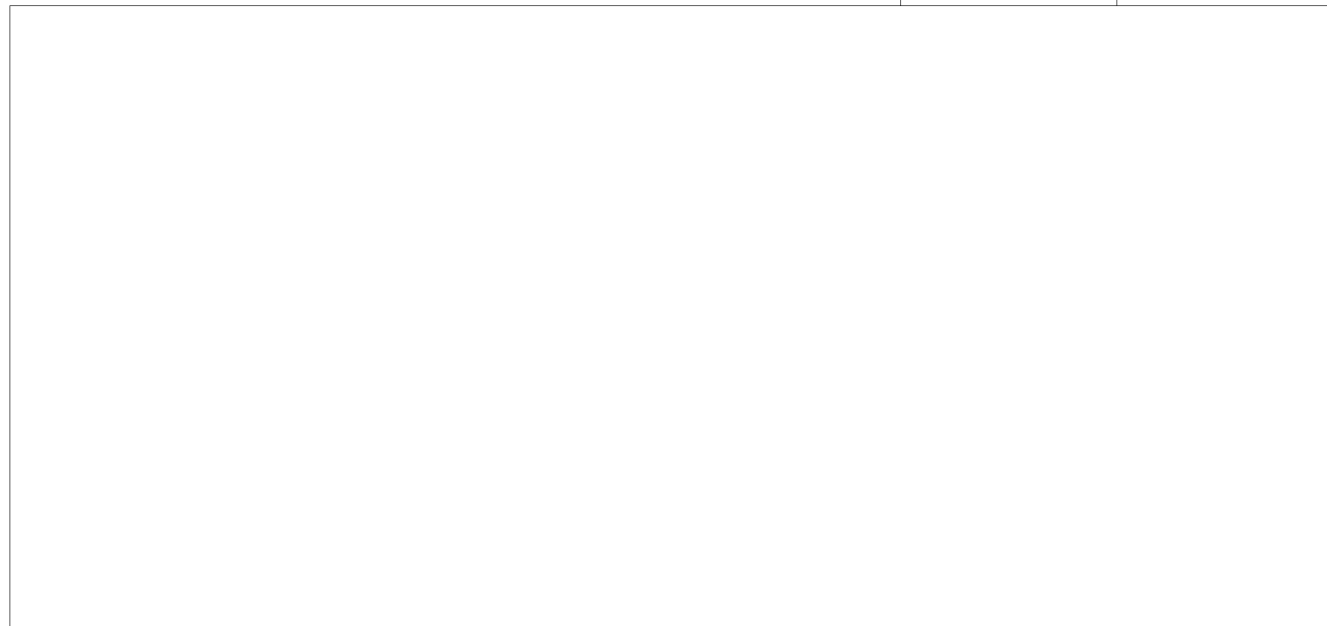
25X1



n. On 24 October, the Contracts Staff, Facilities Management Group, OL, issued a 5-year incrementally funded contract to the City of Falls Church to provide water and sewer services to the Headquarters Compound. The period of performance is 1 October 1988 through 30 September 1993. First-year funding in the amount of \$800,000 has been obligated.

25X1

25X1



S E C R E T

S E C R E T

25X1 r. The Office of Personnel (OP) had requested that the Printing and
Photography Group, OL (P&PG/OL), print [] copies of the Personal History
Statement Updates by 31 December. However, in the interim, OP ran out of this
25X1 form and asked if P&PG could make a partial delivery by 31 October. P&PG
25X1 produced and delivered [] copies on 28 October and will complete the rest
25X1 of the project on or before 31 December. []

John M. Ray

S E C R E T